

**SECRET**

OEL #803/64

17 August 1964

MEMORANDUM FOR:



25X1A

SUBJECT:

Action Assignments

1. In accordance with decisions reached on 14 August, I am discontinuing the use of "Needle Sheets" for the Divisions and the Staff. Instead, all action assignments will be made to those addressees above.

2. I am enclosing a list of major action assignments now outstanding. The list is not all inclusive.

*George C. Miller*

**GEORGE C. MILLER**  
Assistant Director for ELINT

Attachment

Distribution:

1 each addressee w/att

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17 August 1964

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1. Dynamic calibration of  antenna.
2. Worldwide survey of ELINT materiel.
3. Preparation of a written plan for the Analysis Laboratory, including the new analog position.
4. Operational plans for the following operations: (should include personnel assigned, technical guidance, feedback provision, etc.)

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5. Personnel requirements and plans for

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6. Action to provide tracking data from

7. Rework of personnel charts showing work assignments.

8. Consideration of design for "Fly-away" equipment for opportunity operations: (a) Immediately (three months); (b) Long-range (one year).

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9. Follow-up on  report, including action to improve tip-off.

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[Redacted]

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1. Preparation of a paper on the "[Redacted] Error Budget."

2. Paper on use of computer for OEL.

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3. Support for [Redacted] study.

4. Publication of Noise Strobe paper.

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1. SOP for presentations of promotions to Career Service Panel and Career Service Board.

2. Evaluation of clandestine ELINT operations.

3. Completion of the 1965 ELINT Program.

4. Preparation of a five-year ELINT Program.

5.  Development.

6. Analysis equipment for

7. Completion of a general SIGINT satellite staff study.

8. Rework of personnel charts showing work assignments.

9. Preparation of a new T/O for Wage & Classification presentation.

10. Publication or cancellation of  report.

11. Follow-up on  report, including action to improve tip-off.

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